

**Borough of Washington, Warren County, New Jersey**  
**Recreation Commission Meeting Minutes**  
**September 26, 2018 - 7:00 PM**

The Meeting of the Recreation Commission of the Borough of Washington, Warren County, New Jersey was held in the Council Chambers of Borough Hall at 7:00 p.m.

**Opening 7:00 p.m.**

**Flag Salute**

**Statement of Adequate Notice**

- Chairperson Rick Feldman read the following Statement into the Record: “The requirements of the ‘Open Public Meetings Law, 1975, Chapter 231’ have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the Bulletin Board of Borough Hall stating the time, place and purpose of the meeting as required by law.”

**Roll Call**

- Present: Dan Almind, Rick Feldman, Mark Garrison, Craig Geller, Joe Pinto, Adam Zimmer. Also present: Gary Masenior, Recreation Director, and Susan Turner, Recreation Secretary.

**Audience Participation**

- Adam Zimmer moved to open the audience participation portion of the meeting. Seconded by Craig Geller. Ayes: 6, Nays: 0 Absent: 1, Abstain: 0. Motion passed. Audience participation portion opened.
- Casey Grimm of Washington Township approached the podium. He is working with private investors who are exploring options to bring a Recreation Center to the area that could be rented by area teams. It would ultimately include indoor and outdoor fields, indoor courts, a fitness room, possibly an arcade. He distributed a market research questionnaire. The investors hope to pre-sell memberships and/or get pledges by area teams to rent space. Commissioners can email the completed questionnaires.
- Adam Zimmer moved to close the audience participation portion. Seconded by Craig Geller. Ayes: 6 Nays: 0 Absent: 1 Abstain: 0. Motion passed. Audience participation closed.

**Minutes of Prior Meetings**

- Adam Zimmer moved to accept the minutes of the September 12, 2018 meeting. Seconded by Mark Garrison. Ayes: 6, Nays: 0, Absent: 1, Abstain: 0. Motion passed.

**New Business:**

- Webpage/ Internet Activity – Tabled since James Sawyer is absent.

**Old Business:**

- Railroad Avenue property – Gary said the approximately ½ acre lot across Railroad Avenue is owned by the Borough and could possibly be used for parking. The head of DPW and the Borough Manager will have it measured next week to determine possible capacity. Matt Hall, Borough Manager, spoke with Washington Township Manager regarding the solar panel field being installed. There are no plans to run electrical transmission wires across the Railroad Avenue property.

**Recreation Director’s Report**

- Gary distributed a preliminary Pool Revenue and Expenses report. Under Revenue: the Concession Stand brought in \$10,758, Pool Daily Admissions were \$17,755, Pool Memberships were \$24,415, Swim Lessons \$8,715, Swim Team \$0.00 for total pool revenue of \$61,643. Salaries were: Concession Stand \$5,025, Swim Lessons \$3,884, Open Swim \$36,659, Swim Team \$0.00 for total salaries of \$45,568. Expenses were: Concession Stand \$6,869, Open Swim Materials and Supplies \$6,018, Open Swim Maintenance and Repairs \$257, Open Swim Testing \$2,100, Open Swim Chlorine, CO2 and chemicals \$4,296 for total expenses of \$19,540. While overall revenue this year was less than last year, salaries and expenses were lower by about \$15,000 and \$9,000 respectively. Adam Zimmer asked if the swim team was responsible for the drop in pool memberships. Gary said they accounted for \$3,250 of the lost revenue. Gary said we had 50 more senior memberships this year, 17 in 2017 vs 67 in 2018. Adam asked how many Free Daily passes were used. Gary said about half of what he distributed, around 150, were redeemed. Joe asked how many days the pool was open in 2017 vs 2018. Gary will compile those numbers. Rick Feldman asked what the Concession stand expenses were for. Gary said everything, from food to paper and cleaning products. We were down about \$1000 in Concessions but last year we were down

\$4,000. Gary said there is frozen food still at the Concession stand, chicken fingers, hotdogs, French fries, that could be sold at the 5K. The fryer at the Concession Stand is portable. Susan suggested using the kitchen in the Fire Hall. The commissioners agreed to sell the remaining food at the 5K. Gary said the cost for the pool testing was higher because of new state regulations. However, he saved a considerable amount by submitting the test samples himself to Garden State Labs. If they had come to collect the samples it would have cost \$9,600 and if we had stayed with Eurofins it would have cost \$14,000. Adam asked if the lower chlorine, CO2 and chemical costs was a result of the properly sealed cracks and less water being lost. Gary said yes. We used/lost the estimated equivalent of just over 2 pools of treated water this season. In the 2017 season we used/lost over 8 pools of treated water. Gary said there are still material and supply and maintenance purchases to be made such as new filters and a water fountain and servicing the pool vacuum. Rick asked what items were included in the pool materials and supplies expenses. Gary and Susan stated items such as the pool paint (\$1,341), Probes (\$703) the new Stenner chlorine pump (\$1,395) as well as everyday purchases like toilet paper, cleaning items, whistles, etc. The new membership software program is not included in that cost. The Borough gave Recreation \$5,000 for that program. They moved \$10,000 from the capital improvement fund to cover pool repairs and gave us an additional \$5,000 for other pool items. Adam Zimmer asked how New Jersey Governor Murphy's statement to raise minimum to \$15 per hour would affect us. Rick said it would be a phased in approach but is not expected in the near future. Adam feels we should address this early rather than wait for it to happen. He suggested raising membership fees to cover the additional expenses. Joe asked how the number of lifeguards varied from 2017 to 2018. Gary said we had about the same number of guards. Rick asked if there were revenue and expense reports for the other sports programs. Gary will have that information at the next meeting.

### **Communications**

- Rick read the letter of resignation submitted by Bill Lyons. Adam Zimmer moved to accept Bill Lyons' resignation from the Recreation Commission. Seconded by Craig Geller. Ayes: 6, Nays: 0, Absent: 1, Abstain: 0. Motion passed.
- Rick wanted to read the letter of resignation submitted by Sean Farrington but did not have a copy. Adam Zimmer moved for a 5 minute recess for Susan to retrieve a copy of Sean's resignation. Seconded by Dan Almind. Ayes: 6, Nays: 0, Absent: 1, Abstain: 0. Motion passed.
- Rick read the letter of resignation submitted by Sean Farrington. Mark Garrison moved to accept Sean Farrington's resignation from the Recreation Commission. Seconded by Adam Zimmer. Ayes: 6, Nays: 0, Absent: 1, Abstain: 0. Motion passed.

### **Council Liaison's Report**

- No report - Absent

### **Recreation Secretary's Report**

- No report.

### **Sports Programs**

- Easter Egg Hunt — (all commissioners) – No report
- 5k – (commission) – Dan visited a lot of businesses and said many of them want to participate. Some will be contacting the Rec office soon. Mark Garrison said an Auto Repair shop in Hampton he spoke with will be contacting the office too. Dan would like Stew's Auto to donate small pre-filled candy/goody bags to hand out. Dan's family orthodontist had previously said he would offer a popcorn machine for community events. He will contact that office. Dan spoke with Jim Miller at Frank Blanche signs. A 3ft X 36 ft 2 sided 2 color banner would cost \$625. We would need state permits to hang it at the Route 57/Belvidere Avenue intersection. Signs could be placed at the Route 57 /Route 31 intersection where the Welcome to Washington Borough sign is located, at the Route 31 entrance to the park or on the park hill/bank along Route 31. Adam suggested getting the same size sign the BID used for the Festival in the Borough. Gary offered to put a sign on his property on Route 57. There are races in the area several weekends prior to ours that Gary would like to attend to hand out our race information. Rick said we should get in touch with The Express Times and the Treasure Hunt to advertise. Rick asked if we can have more police officers at the race. Gary said there were 7 uniformed officers at last year's race. All officers that were available were present. Adam said the fire trucks will again be located at the Church Street/Belvidere Avenue intersection and across Belvidere Avenue at New Street. Because Grand Avenue needs re-paving Gary may change the course to go directly to Prospect and stay off Grand.
- Youth Soccer – (James Sawyer) – Absent

- Street Hockey – (Adam Zimmer) – Gary suggested opening registration now. Adam agreed. He approved the flier with the addition of gloves for required equipment. Adam asked if we know yet where the goals will be stored. Gary has spoken with Earl Jenkins who is working on it.
- Youth Basketball – (James Sawyer) – No report
- Lil’ Hoopsters – (Craig Geller) –No report.
- Youth Baseball – (Adam Zimmer) - No report.
- Girls Softball – (Mark Garrison) – No report.
- Adult (Men’s) Softball – (Adam Zimmer) – No report.
- Karate – (Sean Farrington) – No report.
- Swim Team – (Rick Feldman) – No report.
- Swim Lessons (Rick Feldman) – No report.
- Pool – (Rick Feldman) – No report.
- Tennis Clinic – (Joe Pinto) – No report.
- Zumba – No report.

### **Executive Session**

- No Executive Session.

### **Facebook page**

- No report

### **Recap**

- Susan will collate the number of Senior pool memberships that are new this year.
- Susan will collate the number of Swim lesson participants, guards and lessons in 2017 and 2018.
- Gary will compile the cost of the remaining items and projects to be done at the pool and park (filters, water fountain, etc.).
- Gary will compile the preliminary revenue and expense reports for the Recreation Sports programs.
- Gary will determine the number of days in 2017 and 2018 the pool was open.
- Gary will have the number of lifeguards employed at the pool in 2017 and 2018.
- Susan will contact John Montaverde at the BID for the size and cost of their Festival in the Borough signs.
- Susan will email the 5K road closure notice and race route to all commissioners.

### **Comments**

- Dan Almind – No comments
- Mark Garrison –No comments
- Craig Geller – No comments
- Rick Feldman – No comments
- Joe Pinto –No comments
- James Sawyer – Absent
- Adam Zimmer – No comments
- Gary Masenior – No comments

### **Adjournment**

- Adam Zimmer moved to adjourn the meeting at 8:43 pm. Seconded by Craig Geller. Ayes: 6, Nays: 0 Absent: 1, Abstain: 0. Motion passed.  
Adjourn **8:43 PM**